

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		1. CONTRACT ID CODE		PAGES OF PAGES 1 1 12	
2. AMENDMENT/MODIFICATION 001		3. EFFECTIVE DATE 4/18/01		4. REQUISITION/PURCHASE REQ. NO.	
5. PROJECT NO. (If applicable)		6. ISSUED BY CODE 1 U.S. Department of Energy Oak Ridge Operations Office P.O. Box 2001 200 Administration Road ATTN: Karen Shears, Ground Floor Oak Ridge, TN 37831		7. ADMINISTERED BY (If other than Item 6) CODE 1	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)      CODE 1 FACILITY CODE		(X) X		9A. AMENDMENT OF SOLICITATION NO. DE-RP05-01OR22864	
				9B. DATED (SEE ITEM 11) 4/5/01	
				10A. MODIFICATION OF CONTRACT/ORDER	
				10B. DATED (SEE ITEM 13)	
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATION					
<p><u>X</u> The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of offers ___ is extended. <u>XX</u> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning <u>2</u> copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOU ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.</p>					
12. ACCOUNTING AND APPROPRIATION DATA (If required) N/A					
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ ORDERS, IT MODIFIES CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.					
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT/ORDER NO. IN ITEM 10A.					
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).					
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:					
D. OTHER (Specify type of modification and authority) deobligation of funds					
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return ___ copies to the issuing office.					
14. DESCRIPTION OF AMENDMENT/ MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)  See Page 2.  Except as provided herein, all terms and conditions of the document referenced in Item 9A and 10A, as heretofore changed, remains unchanged and in full force and effect.					
15A. NAME AND TITLE OF SIGNER (Type or print)			16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)		
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA BY (Signature of Contracting Officer)	
				16C. DATE SIGNED	

A. The purpose of this amendment is to set forth the following revisions to the RFP: 1) Correct the RFP cover letter to reference the correct clause in Section L; 2) Revise clause J.1, "*LIST OF DOCUMENTS, EXHIBITS, AND OTHER ATTACHMENTS*" to include the number of pages and delete the asterisk after Current Department of Labor Wage Determination; 3) Revise provision L.9, "*HUMAN RESOURCES CONSIDERATIONS*" to provide names of incumbent employees after contract award; 4) Add the current benefits package as Attachment 7, the average wage rates of labor categories as Attachment 8, and the leave accrual rates of incumbent employees as Attachment 9 to Section L of the RFP and revise provisions L.9, "*HUMAN RESOURCES CONSIDERATIONS*" and L.22, "*PROPOSAL PREPARATION INSTRUCTIONS – VOLUME II, TECHNICAL AND BUSINESS MANAGEMENT PROPOSAL*," Subcriterion 1.b, Human Resources to reflect these additions; and 5) Add the heading of "Attachment 6" to the "Past Performance Survey Letter" on page L-34. Changes to the RFP are denoted by underlining. All other terms and conditions remain unchanged.

B. The following revisions are made:

1. The second paragraph in the RFP cover letter on page 2 is deleted in its entirety and the following is substituted herein:

"The Government will provide site tours on April 16, 2001, April 17, 2001, and April 20, 2001. Tours on April 16 and April 20 will begin at 10:30 AM and 2:00 P.M. Tours on April 17, 2001, will begin at 10:30 AM and 1:00 PM. All attendees must bring photo identification, i.e., driver's license, military identification, or passport on the day of tour. The tour is expected to last approximately 45 minutes. The number of attendees is limited to no more than two attendees from each Offeror for the site tours. Additional tours may be offered each day depending on the number of people registering. Contact Gwen Senviel, 865-241-9210 to reserve a specific tour and then submit the "IT Support Services Solicitation (DE-RP05-01OR22864) Site Tour Attendee Information" form available at [http://www.oro.doe.gov/procurement/cur\\_sol.html](http://www.oro.doe.gov/procurement/cur_sol.html) along with a copy of photo identification no later than April 11, 2001. Non-U.S. citizens must submit this form, a copy of photo identification and the "Notification of Foreign Visitor" form (available on the above web site) no later than April 9, 2001. Offerors should confirm DOE receipt of all forms associated with the site tour. For additional information regarding the site tour, please refer to provision L.8 in Section L of this RFP."

2. Clause J.1, "*LIST OF DOCUMENTS, EXHIBITS, AND OTHER ATTACHMENTS*" is deleted in its entirety and the following is substituted herein:

**"J.1 ORO J01 LIST OF DOCUMENTS, EXHIBITS, AND OTHER ATTACHMENTS (MAY 1997)**

Attachment No.	No. of Pages	Attachment Title
A	5	Reporting Requirements Checklist
B	<u>1</u>	Acronym List
C	<u>11</u>	Current Department of Labor Wage Determination_

[End of Clause]"

3. Provision L.9, "HUMAN RESOURCE CONSIDERATIONS" is deleted in its entirety and the following is substituted herein:

**"L.9 HUMAN RESOURCES CONSIDERATIONS (MAR 2001)**

Personnel Recruitment: In filling employment positions for work under this contract, the Offeror shall consider the qualifications of employees currently performing work covered by the Statement of Work under Contract DE-AC05-99OR22714 with Madison Research Corporation, which expires August 18, 2001. Recognizing that some incumbent employees may be contacted by potential offerors to interview for key personnel positions, all potential offerors must conduct interviews off-site and outside of normal business hours in order to minimize disruptions to the current contractor's performance. In addition, contacting these employees should be conducted outside of normal business hours. Upon award of the contract, the Department of Energy will provide the names of all incumbent personnel to the successful offeror so that they may arrange for on-site interviews. The determination of qualifications and decision to hire an incumbent employee rests solely with the Offeror.

The Offeror (including subcontractors, joint venture associates, and/or any other type of teaming partner) shall provide in its offer at least a substantially equivalent pay and benefits package in aggregate as described in the proposal preparation instructions. The current benefits package and average of current labor rates are available for review in the DOE ORO Public Reading Room located at 230 Warehouse Road, Suite 300, Oak Ridge, Tennessee, and also as Attachments 7 and 8 to Section L of the RFP. In addition, the Leave Accrual Rates for incumbent employees are provided as Attachment 9 to Section L of the RFP. The Offeror shall provide the transitioned employees a medical benefits program with no enrollment waiting period or pre-existing conditions exclusion.

[End of Provision]"

4. The first bullet in the proposal preparation instructions under **Subcriterion 1.b, Human Resources**, provision L.22, "PROPOSAL PREPARATION INSTRUCTIONS – VOLUME II, TECHNICAL AND BUSINESS MANAGEMENT PROPOSAL," is deleted in its entirety and the following is substituted herein:
- *"Discuss the plan to provide a pay and benefits package that is at least substantially equivalent in aggregate (not necessarily a mirror) to the current pay and benefits package. The current benefits package is provided as Attachment 7 to Section L of this RFP, and the current average wage rates of labor categories are provided as Attachment 8, Section L to this RFP. In addition, the Leave Accrual Rates for incumbent employees are provided as Attachment 9 to Section L of this RFP. These documents are also located in the DOE Public Reading Room.*
    - *Provide the benefits package of each team member, if applicable, (including subcontractors, joint venture associates, and/or any other type of teaming partner) using the format provided in Section L of this RFP, Attachment 2. Include the benefits recognized by the employee without the Offeror's costs to provide these benefits. Provide sufficient details to support the certification provided in Volume I that the pay and benefits package(s) is(are) at least substantially equivalent in aggregate.*

**NOTE: Any cost information, such as the salary administration system information, including pay structure for each labor category, should be revealed only in Volume III."**

5. The Past Performance Survey Letter is deleted in its entirety, and the following is substituted herein:

"SECTION L – ATTACHMENT 6  
PAGE 1 of 1  
3/6/01

**PAST PERFORMANCE SURVEY TRANSMITTAL LETTER**

To:

Company Name:

Phone Number:

Fax Number:

The Department of Energy (DOE), Oak Ridge Operations Office is asking for your assistance in an acquisition effort. (Offeror's Name) is participating in a proposal for Information Technology Support Services. We are asking you to complete the attached survey to help DOE evaluate (Offeror's Name) performance in several areas. The completed evaluation will be protected in accordance with Federal Acquisition Regulation Part 15.306.

Contract Number of Reference:

Project Title:

Date of Contract:

Commenced:

Completed:

Initial Contract Price:

Final Amount Invoiced or Invoiced  
to date:

Location of Work:

Description:

Status:

Please feel free to provide an explanatory narrative under Additional Comments. If more space is needed, please attach additional pages. We greatly appreciate your time and assistance in completing this survey."

6. The following attachments are included in Section L of this RFP:

Attachment 7 - Current Benefits Package of Incumbent Employees

Attachment 8 - Current Average Wage Rates of Labor Categories

Attachment 9 - Leave Accrual Rates for Incumbent Employees

SECTION L -- ATTACHMENT 7  
2/23/01

<b>Benefit</b>	<b>Cost to Employee (Biweekly)</b>	<b>Benefit Coverage Description</b>
<b>Health Plan</b> <b>Bundle package includes:</b> ✓ Major medical ✓ Hospitalization ✓ Dental ✓ Prescription drug	<u>Individual Coverage (four options Available)</u> 1. <u>Health and family Vision \$18.00</u> 2. <u>Health with Individual Vision \$17.00</u> 3. <u>Health with No Vision \$16.00</u> 4. <u>No Health, Vision only \$3.00</u>  <u>Individual + One Coverage (three options available)</u> 1. <u>Health with Family Vision \$39.00</u> 2. <u>Health with individual vision \$38.00</u> 3. <u>Health with No Vision \$37.00</u>  <u>Family Coverage (four options available)</u> 1. <u>Health with Family Vision \$41.00</u> 2. <u>Health with Individual Vision \$40.00</u> 3. <u>Health with No Vision \$39.00</u> 4. <u>No Health, Vision only \$8.00</u>	✓ <u>PPO coverage provided at 100% with no deductibles</u> ✓ <u>Inpatient hospitalization deductible \$100 per admission</u> ✓ <u>Unlimited lifetime maximum for services including cancer covered under PPO with no deductible</u> ✓ <u>Inpatient mental and nervous/substance abuse covered at 100% of PPO up to 7 days each 12 consecutive months</u> ✓ <u>Employee may sign up alone or with family coverage</u> ✓ <u>Coverage available throughout US under BCBS Blue Card network with no loss of benefits due to geographical location</u> ✓ <u>Employee's cost share is 20% of premium for either individual or family coverage</u> ✓ <u>Employee's cost share is via payroll deduction and pre-tax</u>
<b>Dental Plan</b>	<u>Included in Health Plan</u>	✓ <u>Annual deductible \$25 (total up to 3 per year)</u> ✓ <u>Dental exams, up to two per benefit period</u> ✓ <u>Routine cleanings, up to two per benefit period</u> ✓ <u>Simple tooth extractions</u> ✓ <u>Maximum benefit \$1,000 per member each calendar year</u> ✓ <u>Basic services 100%, no copay</u> ✓ <u>Prosthetic services 50%</u> ✓ <u>Periodontal services 20%</u>
<b>Prescription Drug</b>	<u>Included in Health Plan</u>	✓ <u>Graduated copay depending on generic or brand use and availability</u>
<b>Vision Plan</b>	<u>See notes under Health Plan costs</u>	✓ <u>Annual exam, \$10 copay</u> ✓ <u>Replacement lenses every 12 months, \$15 copay</u> ✓ <u>Replacement frames every 24 months, \$15 copay</u> ✓ <u>Elective contacts available</u> ✓ <u>The employee may sign up alone or elect family coverage</u> ✓ <u>Services provided via national network</u>

SECTION L -- ATTACHMENT 7

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<u>401(k) Retirement Plan</u>	<p>✓ Immediate enrollment all during the year, no waiting period</p> <p>✓ Employee can contribute up to 15% of total compensation or \$10,500, whichever is less (set by IRS annually). The percentage for highly compensated employees may be less.</p> <p>✓ Qualified rollovers/transfers accepted anytime.</p> <p>✓ 100% vesting after one year service with company</p> <p>✓ Immediate employer matching is computed at the end of each quarter. See SPD for more details.</p> <p>✓ Standard matching funds are provided at 50% (up to 6%) of employee's total contribution.</p> <p>✓ Matching computation based on 6% of the employee's eligible compensation. Company then matches 50% of this amount. Refer to SPD for computation when employee's contribution is less than 6% of their eligible compensation.</p> <p>✓ Discretionary matching also available.</p> <p>✓ Fifteen investment products provided via Massachusetts Financial Services (MFS). MFS provides online web site service for investment reports and making investment changes in products.</p> <p>✓ Changes to contribution amounts may be made at any time during the year.</p> <p>✓ Written quarterly reports provided by MFS to each employee indicating monies deposited and investment results.</p> <p>✓ Company provides ongoing educational program for retirement planning.</p>
<u>401(a) Pension Plan</u>	<p>✓ Employees in a Wage Determination (WD) position are eligible.</p> <p>✓ Plan provided is InvesMart.</p> <p>✓ Company contributes to plan monthly, no employee contribution.</p> <p>✓ Employee pays no state or federal taxes on the deposits or on the interest earned, until after retirement.</p> <p>✓ Employees select investment products from 10 available.</p> <p>✓ InvesMart provides employee with quarterly statement showing investment results.</p> <p>✓ Upon termination of employment with the company, employee may roll funds over to IRA or another qualified corporate plan.</p>

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<p><u>Insurance Plans</u></p> <p>1. <u>Life</u></p> <p>2. <u>Additional Death &amp; Dismemberment (AD&amp;D)</u></p> <p>3. <u>Short-Term Disability</u></p> <p>4. <u>Long-Term Disability</u></p>	<p><u>Company pays 100% of costs for plans listed below.</u></p> <p>✓ <u>\$50,000 per employee (amount reduced at age 65 and 70)</u></p> <p>✓ <u>Employees may purchase additional life insurance for themselves and/or family</u></p> <p>✓ <u>Life insurance is portable should employee leave company</u></p> <p>✓ <u>\$50,000 per employee</u></p> <p>✓ <u>60% of salary up to \$750 per week</u></p> <p>✓ <u>Starts on fifteenth day of absence</u></p> <p>✓ <u>Benefit continuous for up to 6 months</u></p> <p>✓ <u>60% of salary up to \$5,000 per month</u></p> <p>✓ <u>Starts after 180 days of absence</u></p> <p>✓ <u>Additional lifelong disability buy-up available and is portable</u></p>
<p><u>Paid Time off Program</u></p> <p>1. <u>Holidays</u></p> <p>2. <u>Annual Leave (Vacation)</u></p> <p>3. <u>Bereavement</u></p> <p>4. <u>Jury Duty</u></p>	<p>✓ <u>Eight (8) standard paid holidays and Two (2) employee selected</u></p> <p>✓ <u>Flexible annual leave pool and employees may use annual leave for purposes of their selection</u></p> <p>✓ <u>Years 0 to 5. 4.62 hours accrual per biweekly pay period. 120 hours/15 days per year</u></p> <p>✓ <u>Years 5 + 10. 6.16 hours accrual per biweekly pay period. 160 hours/20 days per year</u></p> <p>✓ <u>Years 10 + 15. 6.76 hours accrual per biweekly pay period. 176 hours/22 days per year</u></p> <p>✓ <u>Years 15+. 7.69 hours accrual per biweekly pay period. 200 hours/25 days per year</u></p> <p>✓ <u>All of the above are on an accrual basis per pay period with 26 pay periods per year</u></p> <p>✓ <u>Employees can bank up to 250 hours</u></p> <p>✓ <u>Up to three days for immediate family members (employee's spouse, child, parent, parent-in-law, brother, Sister, or grandparent)</u></p> <p>✓ <u>One day for other relatives</u></p> <p>✓ <u>Employee continues to receive full regular company pay for up to 15 days</u></p> <p>✓ <u>Employee retains any stipend paid by court</u></p>



SECTION L -- ATTACHMENT 7  
2/23/01

<u>Other Absences</u> 1. <u>Military Duty</u>  2. <u>Family and Medical Leave Absences</u>  3. <u>Other</u>	<input checked="" type="checkbox"/> <u>Employee may select either to:</u> 1. <u>Use accrued annual leave time and receive full pay or</u> 2. <u>Use LWOP and receive difference between military pay and company regular pay</u> <input checked="" type="checkbox"/> <u>Up to two weeks military leave/absence authorized.</u>  <input checked="" type="checkbox"/> <u>Full compliance with FMLA and U.S. DOL regulations</u>  <input checked="" type="checkbox"/> <u>Other absences not falling under FMLA considered on a case-by-case basis</u>
<u>Employee Assistance Plan</u>	<u>Company pays all administration costs</u>  <input checked="" type="checkbox"/> <u>Absolute confidentiality</u> <input checked="" type="checkbox"/> <u>National network of service providers available 24/7</u> <input checked="" type="checkbox"/> <u>Program available for employees and their families</u> <input checked="" type="checkbox"/> <u>Services include counseling/referral for:</u> 1. <u>Family</u> 2. <u>Job</u> 3. <u>Legal</u> 4. <u>Financial</u> 5. <u>Parenting</u> 6. <u>Child care</u> 7. <u>Alcohol abuse</u> 8. <u>Drug abuse</u> 9. <u>Other stress-related concerns</u>
<u>Pre-tax Flexible Benefits Plan</u>	<u>Company pays all administration costs</u>  <input checked="" type="checkbox"/> <u>A Section IRS 125 approved cafeteria plan</u> <input checked="" type="checkbox"/> <u>Pre-tax contributions for:</u> 1. <u>Health insurance coverage</u> 2. <u>Medical expense reimbursement account</u> 3. <u>Dependent care expense reimbursement account</u>
<u>Workplace Substance Abuse Plan</u>	<input checked="" type="checkbox"/> <u>Employees may receive counseling and/or treatment under EAP and/or Health Care Plans</u>
<u>Education Assistance Plan</u>	<input checked="" type="checkbox"/> <u>100% tuition reimbursement up to \$2,000 per calendar year provided for courses leading to degree programs</u> <input checked="" type="checkbox"/> <u>Grade of A or B required</u>
<u>Training Assistance Plan</u>	<input checked="" type="checkbox"/> <u>100% of tuition/registration, travel, etc., for approved training to maintain, improve, or acquire new skills to ensure maximum job performance</u>

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<u>Performance Increases</u>	<input checked="" type="checkbox"/> Performance reviews are conducted on employee's company anniversary hire date and approved increased reflected in next pay period following approval <input checked="" type="checkbox"/> Pay increases are determined based on employee's job performance.
<u>Performance Bonuses</u>	<input checked="" type="checkbox"/> Spot Awards recommended by Managers during the calendar year to recognize employee and/or team performance <input checked="" type="checkbox"/> Year -End Awards with up to 30% annual salary authorized
<u>Service Awards</u>	<input checked="" type="checkbox"/> Service Award recognitions issued for one, five, ten, and fifteen years company service
<u>Flexible Work Scheduling</u>	<input checked="" type="checkbox"/> Flexible work scheduling authorized as approved by manager
<u>Leave Donation Program</u>	<input checked="" type="checkbox"/> Provides employees an opportunity to donate accrued leave to another employee when that employee does not have sufficient leave to cover absences, which would place them in a leave without pay status
<u>Employee Morale and Community Relations</u>	<input checked="" type="checkbox"/> Company sponsored holiday parties and picnics, team sports, group meetings and awards/ recognition programs, and other activities organized by local Employee Associations. <input checked="" type="checkbox"/> Supports local charities via fundraisers and other hands-on activities <input checked="" type="checkbox"/> Awards and other recognition published on company intranet and local media
<u>Beyond Work</u>	<input checked="" type="checkbox"/> Free service that offers employees discounts on a variety of goods and services
<u>You Decide Com.</u>	<input checked="" type="checkbox"/> Free service that lets employees purchase products from leading companies at the most competitive rates.

SECTION L – ATTACHMENT 8Page 1 of 13/26/01**AVERAGE LABOR RATES**

<u><b>Contract Job Title</b></u>	<u><b>Average Rate (\$)</b></u>
<u><b>Computer Operator</b></u>	<u>20.80</u>
<u>Computer Operator II</u>	
<u>Computer Operator III</u>	
<u>Computer Operator IV</u>	
<u>Computer Operator V</u>	
<u><b>Computer Support</b></u>	<u>18.66</u>
<u>Computer Support Specialist I</u>	
<u>Computer Support Specialist II</u>	
<u>Computer Support Specialist III</u>	
<u><b>Computer Systems Analyst</b></u>	<u>20.73</u>
<u>Computer Systems Analyst I</u>	
<u>Computer Systems Analyst II</u>	
<u>Computer Systems Analyst III</u>	
<u><b>Management Personnel</b></u>	<u>27.28</u>
<u>Network Lead</u>	
<u>Program Manager</u>	
<u>Software Development Lead</u>	
<u>Technical Writer</u>	
<u>Secretary I</u>	

SECTION L – ATTACHMENT 9

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4/12/01

Oak Ridge Leave Accrual Rates

WD-94-2493 (Rev 1)

3/29/01

<u>Years Service</u>	<u>After 1</u>	<u>After 5</u>	<u>After 15</u>
<u>Vacation Accrual – Weeks</u>	<u>2</u>	<u>3</u>	<u>4</u>
<u># Employees</u>	<u>20</u>	<u>3</u>	<u>2</u>
<u>Notes:</u>			
<u>(1) Two Employees have less than 1 year service</u>			
<u>(2) Average time for leave accrual = 3 years</u>			